

W A R N I N G

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Transmittal

Contract No: EP-S9-08-03
Task Order No: 0011
Project Name: Community Involvement Activities
Project Location: Walnut Creek, CA
Subject: Monthly Progress Report

To: Luis Garcia-Bakarich Regional Project Manager 75 Hawthorne Street San Francisco, CA 94105	From: Rachel Hess Project Manager 2730 Shadelands Dr. Ste 100 Walnut Creek, CA 94598
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Document Control Number: 07163.0012.0006

Attached are: 1 Paper Copies 2 CD Copies

Date	Title	Reference #
06/19/09	Monthly Progress Report – Narrative 1, 1A, 1B and 2T	Sec 4, 2.4

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**U.S. EPA Contract No.: EP-S9-08-03
Task Order No. 0011**

Document Control No. 07163.0012.0006

**Community Relations
Innovative Technical Solutions, Inc
Walnut Creek, CA**

MONTHLY PROGRESS REPORT

Report Number 0004
Reporting Period: 25 April 2009 through 22 May 2009

Prepared For:

**U.S. Environmental Protection Agency
Region 9**
75 Hawthorne Street
San Francisco, California 94105

Prepared by:

Innovative Technical Solutions, Inc.
2730 Shadelands Drive
Suite 100
Walnut Creek, California 94598

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I. PROGRESS REPORT OVERVIEW

1.0 PROJECT DESCRIPTION

The scope of this Task Order (TO) is to furnish necessary supervision, personnel, equipment, materials, services, facilities, and otherwise do all things necessary for, or incident to, the performance of work related to community relations. The community relations activities will be provided on an as-needed basis and per project specific Statement of Works (SOW) when directed by EPA through modifications to this TO.

The date of award was 22 September 2008 with a current funding ceiling of \$60,012 and a current Period of Performance to 3 June 2011.

2.0 PROGRESS MADE THIS PERIOD (25 APRIL 2009 THROUGH 22 MAY 2009)

Subtask 2.1 Omega Mailing List Management (EPA Subtask #2):

- Preparation of invoice and progress report (for ITSI PM [EPAS]).

Subtask 2.2 Omega Mailing List Task (EPA Subtask #2):

- Completed preparation of Omega Mailing List and submitted to EPA on 19 May 2009 (for EPSJS0).
- EPA RPM, Jackie Lane, approved final product; subtask is completed.

Subtask 3.1 Navajo AUM Scoping and WVN Task (EPA Subtask #3):

- Preparation of workplan and WVN (for ITSI Program Manager and PM [EPAS]).

Subtask CR01 Community Relations Task – Navajo AUM (EPA Subtask #3):

- This report includes labor charges for EPA Program Manager (2.00 hours) during clarification with EPA to streamline communication with EPA for requests for service under this TO; main contacts for billing; and whether modifications for each of the various requests would be needed.

3.0 PROBLEMS RESOLVED

- No problems were encountered during this period

4.0 VARIANCES, ANTICIPATED PROBLEM AREAS AND RECOMMENDED SOLUTIONS

- None

5.0 DELIVERABLES SUBMITTED

<u>Deliverable Title</u>	<u>Deliverable Submitted</u>
Omega Mail List updated with elected officials and regulatory agencies.	Via email May 19, 2009

6.0 KEY PERSONNEL CHANGES

- None

7.0 SUBCONTRACTING

- None

8.0 TRAVEL

- None

9.0 LABORATORY ISSUES

- None

10.0 SCHEDULE

- None

11.0 BUDGET

- In accordance with EPA requests and to facilitate EPA accounting, ITSI will prepare specially-formatted invoices and cost reports (for TO 11 only) reflecting cost breakdown to the subtask level.

12.0 CONTACT INFORMATION

Program Manager
Peter Lange
Phone: (925) 946-3132
E-mail: plange@itsi.com

Project Manager
Rachel Hess
Phone (925) 946-3105
E-mail: rhess@itsi.com

Finance Manager
Karen Poquette
Phone: (925) 946-3116
E-mail: kpoquette@itsi.com

Project Controller
Sanford Fernandez
Phone: (925) 946-3336
E-mail: sfernandez@itsi.com

II. INVOICE BACKUP REPORTS



ITSI
 2730 Shadelands Dr., Suite 100
 Walnut Creek, CA 94598

Project Detail Report

Date	Invoice No.
06/12/2009	04.-

Bill to:

EPA
 RTP Finance Center (D143-02)
 109 T. W. Alexander Drive
 Durham, NC 27711

Invoice Dates / Notes

Contract No: EP-S9-08-03
 Order No: 0011

Community Relations

Invoice period 04/25/2009 To 05/22/2009

Project	Terms
07163.0012	Net 0.

Team Labor

ITSI Labor					
Date	Description	Name	Hours	Rate	Amount
05/07/09	EPA Clerical	Galindo; Linda	0.50	\$ 62.53	\$ 31.27
04/30/09	EPA Jr. Scientist	Gillera; Edgardo	1.00	120.95	120.95
05/19/09	EPA Jr. Scientist	Gillera; Edgardo	1.00	120.95	120.95
05/04/09	EPA Scientist	Hess; Rachel	2.00	135.10	270.20
04/27/09	EPA Sr. Scientist	Lange; Peter	3.00	175.80	527.40
Subtotal: ITSI Labor			7.50		1,070.77

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Invoice total

1,070.77

REPORT 1 TASK ORDER

-- Task Level Specific Detail Report

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance Start:	9/22/2008
Contractor Name:	Innovative Technical Solutions, Inc.	Operable Unit:	01	TO Period of Performance End:	6/3/2011
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	Reporting Period From:	4/25/2009
SSID:	09WQ	Type Site:	mmunity Relations	Reporting Period To:	5/22/2009
State:	CA	Task Order Status:	On-Going	Invoice Date:	6/12/2009
Region:	09	Performance Based:	N	Invoice Number:	04
				Invoice Purpose:	Monthly Progress

Task Number:	001	Task Category Code:	001
Task Title:	Translation 4 Newmark Project		

Name	Job Category	Current		Cumulative		Approved Budget	
		Hours	Dollars	Hours	Dollars	Hours	Dollars

PRIME CONTRACTOR

Direct Labor

Cotto, Gladys	Discipline Specialist	0.00	0.00	0.50	62.01		
Lange, Peter	Senior Scientist	0.00	0.00	1.25	219.75		
Holte, Carlton	Sr Technician	0.00	0.00	2.00	182.64		
TOTAL, PRIME DIRECT LABOR		0.00	0.00	3.75	464.40	5.00	1,000.00

CDM Federal Programs - Team Sub

Direct Labor

TOTAL, CDM Team Sub DIRECT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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GANDA - Team Sub

Direct Labor

TOTAL, GANDA Team Sub DIRECT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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SUBTOTALS FOR TASK 1 (PRIME + TEAM SUBCONTRACTORS)

Cost Elements	Current		Cumulative		Approved Budget	
	Hours	Dollars	Hours	Dollars	Hours	Dollars
SUBTOTAL, DIRECT LABOR (Professional)	0.00	0.00	3.75	464.40	5.00	1,000.00
Other Subcontractors		0.00		295.40		0.00
Other Direct Costs		0.00		0.00		0.00
Travel		0.00		0.00		0.00
SUBTOTAL, DIRECT COSTS		0.00		295.40		0.00
SUBTOTAL, TASK 1 COSTS		0.00		759.80		1,000.00

REPORT 1 TASK ORDER

-- Task Level Specific Detail Report

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance Start:	9/22/2008
Contractor Name:	Innovative Technical Solutions, Inc.	Operable Unit:	01	TO Period of Performance End:	6/3/2011
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	Reporting Period From:	4/25/2009
SSID:	09WQ	Type Site:	mmunity Relations	Reporting Period To:	5/22/2009
State:	CA	Task Order Status:	On-Going	Invoice Date:	6/12/2009
Region:	09	Performance Based:	N	Invoice Number:	04
				Invoice Purpose:	Monthly Progress

Task Number:	2	Task Category Code:	CR0100
Task Title:	Newmark project		

Name	Job Category	Current		Cumulative		Approved Budget	
		Hours	Dollars	Hours	Dollars	Hours	Dollars

PRIME CONTRACTOR

Direct Labor

Galindo, Linda	Clerical	0.50	31.27	2.25	140.71		
Hess, Rachel	Scientist	0.00	0.00	2.00	270.20		
Lange, Peter	Senior Scientist	2.00	351.60	4.75	835.05		

TOTAL, PRIME DIRECT LABOR		2.50	382.87	9.00	1,245.96	193.00	46,312.00
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CDM Federal Programs - Team Sub

Direct Labor

TOTAL, CDM Team Sub DIRECT LABOR		0.00	0.00	0.00	0.00	0.00	0.00
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GANDA - Team Sub

Direct Labor

TOTAL, GANDA Team Sub DIRECT LABOR		0.00	0.00	0.00	0.00	0.00	0.00
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SUBTOTALS FOR TASK 2 (PRIME + TEAM SUBCONTRACTORS)

Cost Elements	Current		Cumulative		Approved Budget	
	Hours	Dollars	Hours	Dollars	Hours	Dollars
SUBTOTAL, DIRECT LABOR (Professional)	2.50	382.87	9.00	1,245.96	193.00	46,312.00
Other Subcontractors		0.00		0.00		0.00
Other Direct Costs		0.00		0.00		0.00
Travel		0.00		0.00		0.00
SUBTOTAL, DIRECT COSTS		0.00		0.00		0.00
SUBTOTAL, TASK 2 COSTS		382.87		1,245.96		46,312.00

REPORT 1 TASK ORDER

-- Task Level Specific Detail Report

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance Start:	9/22/2008
Contractor Name:	Innovative Technical Solutions, Inc.	Operable Unit:	01	TO Period of Performance End:	6/3/2011
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	Reporting Period From:	4/25/2009
SSID:	09WQ	Type Site:	mmunity Relations	Reporting Period To:	5/22/2009
State:	CA	Task Order Status:	On-Going	Invoice Date:	6/12/2009
Region:	09	Performance Based:	N	Invoice Number:	04
				Invoice Purpose:	Monthly Progress

Task Number: 3
Task Title: Omega Mailing Management

Task Category Code: 0021

Name	Job Category	Current		Cumulative		Approved Budget	
		Hours	Dollars	Hours	Dollars	Hours	Dollars

PRIME CONTRACTOR

Direct Labor

Gillera, Edgardo	Jr Engineer/Scientist	0.00	0.00	8.00	967.61		
Lange, Peter	Senior Scientist	0.00	0.00	0.50	87.90		
Hess, Rachel	Scientist	1.00	135.10	1.00	135.10		
TOTAL, PRIME DIRECT LABOR		1.00	135.10	9.50	1,190.61	10.00	1,200.00

CDM Federal Programs - Team Sub

Direct Labor

TOTAL, CDM Team Sub DIRECT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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GANDA - Team Sub

Direct Labor

TOTAL, GANDA Team Sub DIRECT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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SUBTOTALS FOR TASK 3 (PRIME + TEAM SUBCONTRACTORS)

Cost Elements	Current		Cumulative		Approved Budget	
	Hours	Dollars	Hours	Dollars	Hours	Dollars
SUBTOTAL, DIRECT LABOR (Professional)	1.00	135.10	9.50	1,190.61	10.00	1,200.00
Other Subcontractors		0.00		0.00		0.00
Other Direct Costs		0.00		0.00		0.00
Travel		0.00		0.00		0.00
SUBTOTAL, DIRECT COSTS		0.00		0.00		0.00
SUBTOTAL, TASK 3 COSTS		135.10		1,190.61		1,200.00

REPORT 1 TASK ORDER

-- Task Level Specific Detail Report

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance Start:	9/22/2008
Contractor Name:	Innovative Technical Solutions, Inc.	Operable Unit:	01	TO Period of Performance End:	6/3/2011
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	Reporting Period From:	4/25/2009
SSID:	09WQ	Type Site:	mmunity Relations	Reporting Period To:	5/22/2009
State:	CA	Task Order Status:	On-Going	Invoice Date:	6/12/2009
Region:	09	Performance Based:	N	Invoice Number:	04
				Invoice Purpose:	Monthly Progress

Task Number:	4	Task Category Code:	0022
Task Title:	Omega Mailing List		

Name	Job Category	Current		Cumulative		Approved Budget	
		Hours	Dollars	Hours	Dollars	Hours	Dollars

PRIME CONTRACTOR

Direct Labor

Gillera, Edgardo	Jr Engineer/Scientist	2.00	241.90	3.00	362.85		
TOTAL, PRIME DIRECT LABOR		2.00	241.90	3.00	362.85	3.00	500.00

CDM Federal Programs - Team Sub

Direct Labor

TOTAL, CDM Team Sub DIRECT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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GANDA - Team Sub

Direct Labor

TOTAL, GANDA Team Sub DIRECT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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SUBTOTALS FOR TASK 4 (PRIME + TEAM SUBCONTRACTORS)

Cost Elements	Current		Cumulative		Approved Budget	
	Hours	Dollars	Hours	Dollars	Hours	Dollars
SUBTOTAL, DIRECT LABOR (Professional)	2.00	241.90	3.00	362.85	3.00	500.00
Other Subcontractors		0.00		0.00		0.00
Other Direct Costs		0.00		0.00		0.00
Travel		0.00		0.00		0.00
SUBTOTAL, DIRECT COSTS		0.00		0.00		0.00
SUBTOTAL, TASK 4 COSTS		241.90		362.85		500.00

REPORT 1 TASK ORDER

-- Task Level Specific Detail Report

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance Start:	9/22/2008
Contractor Name:	Innovative Technical Solutions, Inc.	Operable Unit:	01	TO Period of Performance End:	6/3/2011
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	Reporting Period From:	4/25/2009
SSID:	09WQ	Type Site:	mmunity Relations	Reporting Period To:	5/22/2009
State:	CA	Task Order Status:	On-Going	Invoice Date:	6/12/2009
Region:	09	Performance Based:	N	Invoice Number:	04
				Invoice Purpose:	Monthly Progress

Task Number:	5	Task Category Code:	0031
Task Title:	Navajo Scoping & WVN		

Name	Job Category	Current		Cumulative		Approved Budget	
		Hours	Dollars	Hours	Dollars	Hours	Dollars

PRIME CONTRACTOR

Direct Labor

Hess, Rachel	Scientist	1.00	135.10	1.00	135.10		
Lange, Peter	Senior Scientist	1.00	175.80	1.00	175.80		
TOTAL, PRIME DIRECT LABOR		2.00	310.90	2.00	310.90	5.00	1,000.00

CDM Federal Programs - Team Sub

Direct Labor

TOTAL, CDM Team Sub DIRECT LABOR		0.00	0.00	0.00	0.00	0.00	0.00
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GANDA - Team Sub

Direct Labor

TOTAL, GANDA Team Sub DIRECT LABOR		0.00	0.00	0.00	0.00	0.00	0.00
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SUBTOTALS FOR TASK 5 (PRIME + TEAM SUBCONTRACTORS)

Cost Elements	Current		Cumulative		Approved Budget	
	Hours	Dollars	Hours	Dollars	Hours	Dollars
SUBTOTAL, DIRECT LABOR (Professional)	2.00	310.90	2.00	310.90	5.00	1,000.00
Other Subcontractors		0.00		0.00		0.00
Other Direct Costs		0.00		0.00		0.00
Travel		0.00		0.00		0.00
SUBTOTAL, DIRECT COSTS		0.00		0.00		0.00
SUBTOTAL, TASK 5 COSTS		310.90		310.90		1,000.00

REPORT 1 TASK ORDER

-- Task Level Specific Detail Report

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance Start:	9/22/2008
Contractor Name:	Innovative Technical Solutions, Inc.	Operable Unit:	01	TO Period of Performance End:	6/3/2011
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	Reporting Period From:	4/25/2009
SSID:	09WQ	Type Site:	mmunity Relations	Reporting Period To:	5/22/2009
State:	CA	Task Order Status:	On-Going	Invoice Date:	6/12/2009
Region:	09	Performance Based:	N	Invoice Number:	04
				Invoice Purpose:	Monthly Progress

Task Number:	6	Task Category Code:	0032
Task Title:	Navajo AUM Printing		

Name	Job Category	Current		Cumulative		Approved Budget	
		Hours	Dollars	Hours	Dollars	Hours	Dollars

PRIME CONTRACTOR

Direct Labor

	0.00	0.00	0.00	0.00		
TOTAL, PRIME DIRECT LABOR	0.00	0.00	0.00	0.00	50.00	10,000.00

CDM Federal Programs - Team Sub

Direct Labor

TOTAL, CDM Team Sub DIRECT LABOR	0.00	0.00	0.00	0.00	0.00	0.00
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GANDA - Team Sub

Direct Labor

TOTAL, GANDA Team Sub DIRECT LABOR	0.00	0.00	0.00	0.00	0.00	0.00
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SUBTOTALS FOR TASK 6 (PRIME + TEAM SUBCONTRACTORS)

Cost Elements	Current		Cumulative		Approved Budget	
	Hours	Dollars	Hours	Dollars	Hours	Dollars
SUBTOTAL, DIRECT LABOR (Professional)	0.00	0.00	0.00	0.00	50.00	10,000.00
Other Subcontractors		0.00		0.00		0.00
Other Direct Costs		0.00		0.00		0.00
Travel		0.00		0.00		0.00
SUBTOTAL, DIRECT COSTS		0.00		0.00		0.00
SUBTOTAL, TASK 6 COSTS		0.00		0.00		10,000.00

REPORT 1 TASK ORDER

-- Task Level Specific Detail Report

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance Start:	9/22/2008
Contractor Name:	Innovative Technical Solutions, Inc.	Operable Unit:	01	TO Period of Performance End:	6/3/2011
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	Reporting Period From:	4/25/2009
SSID:	09WQ	Type Site:	mmunity Relations	Reporting Period To:	5/22/2009
State:	CA	Task Order Status:	On-Going	Invoice Date:	6/12/2009
Region:	09	Performance Based:	N	Invoice Number:	04
				Invoice Purpose:	Monthly Progress

TASK ORDER TOTALS (ALL TASKS)

Cost Elements	Current		Cumulative		Approved Budget	
	Hours	Dollars	Hours	Dollars	Hours	Dollars
TOTAL DIRECT LABOR	7.50	1,070.77	27.25	3,574.71	266.00	60,012.00
TASK ORDER TOTAL, DIRECT COSTS						
Other Subcontractors		0.00		295.40		0.00
Other Direct Costs		0.00		0.00		0.00
Travel		0.00		0.00		0.00
TOTAL, INDIRECT COSTS	G&A @ 7.78%	0.00		22.98		0.00
	4% fee on Other Sub	0.00		12.74		0.00
TOTAL, TEAM SUB FEES		0.00		12.74		0.00
TOTAL, TASK ORDER		1,070.77		3,905.83		60,012.00
Average Hourly Rate		142.77		131.18		
Approved Budget Hours						266.00
Approved Budget Dollars						60,012.00
Approved Budget Subpool						0.00
Total Approved Budget Dollars						60,012.00

REPORT 1A:
Task Order Supplemental Detail Report- Travel

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance Start:	9/22/2008
Contractor Name:	Innovative Technical Solutions, Inc.	Operable Unit:	01	TO Period of Performance End:	6/3/2011
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	Reporting Period From:	4/25/2009
SSID:	09WQ	Type Site:	Community Relations	Reporting Period To:	5/22/2009
State:	CA	Task Order Status:	On-Going	Invoice Date:	6/12/2009
Region:	09	Performance Based:	N	Invoice Number:	04
				Invoice Purpose	Monthly Progress

TRAVEL BREAKDOWN
ITSI Prime Contractor

Traveler's Name	Travel From	Travel To	Departure Date	Return Date	Transportation	Lodging	Per Diem	Other	Total	Travel Purpose

Total, ITSI Prime Travel Costs

CDM Federal Programs Team Sub

Traveler's Name	Travel From	Travel To	Departure Date	Return Date	Transportation	Lodging	Per Diem	Other	Total	Travel Purpose

Total, CDM Team Subcontractor Travel Costs

GANDA Team Sub

Traveler's Name	Travel From	Travel To	Departure Date	Return Date	Transportation	Lodging	Per Diem	Other	Total	Travel Purpose

Total, GANDA Team Subcontractor Travel Costs

**Provide travel breakout for each Team Sub.

REPORT 1B:**Task Order Supplemental Detail Report- ODC**

Task Order Number:	0011	Work Area Code:	CR	Contract Period:	Base
Task Order Title:	Community Relations	Action Code:	CR	TO Period of Performance	
Contractor Name:	Innovative Technical Solution	Operable Unit:	01	Start:	9/22/2008
Contract Number:	EP-S9-08-03	TO Type:	Fixed Rate	TO Period of Performance	
SSID:	09WQ	Type Site:	Community Relation	End:	6/3/2011
State:	CA	Task Order Status:	On-Going	Reporting Period From:	4/25/2009
Region:	09	Performance Based:	N	Reporting Period To:	5/22/2009
				Invoice Date:	6/12/2009
				Invoice Number:	04
				Invoice Purpose	Monthly Progress

ODC BREAKDOWN***ITSI, Prime Contractor***

Task Category Code	Vendor Name	PO #	Description of the Item	Amount

Total, ITSI, Prime ODC Costs***CDM Federal Programs Team Sub***

Task Category Code	Vendor Name	PO #	Description of the Item	Amount

Total, CDM Team Subcontractor ODC Costs***GANDA Team Sub***

Task Category Code	Vendor Name	PO #	Description of the Item	Amount

Total, GANDA Team Subcontractor ODC Costs

REPORT 2T:

Current Month Cumulative Status Report--- Task Level Totals with FR Task Order

Task Order Number: 0011
 Task Order Title: Community Relations
 Contractor Name: Innovative Technical Solutions, Inc.
 Contract Number: EP-S9-08-03
 SSID: 09WQ
 State: CA
 Region: 09

Work Area Code: CR
 Action Code: CR
 Operable Unit: 01
 TO Type: Fixed Rate
 Type Site: Community Relations
 Task Order Status: On-Going
 Performance Based N

Contract Period: Base
 TO Period of Performance Start: 9/22/2008
 TO Period of Performance End: 6/3/2011
 Reporting Period From: 4/25/2009
 Reporting Period To: 5/22/2009
 Invoice Date: 6/12/2009
 Invoice Number: 04
 Invoice Purpose: Monthly Progress

Current Month

NO	CAT. CODE	TASK SITE ID	Prime/Team Hours	Prime/Team Labor \$	ODCs	Subpool	Fees	Total \$
001	001	Translation 4 Newmark Project						
2	CR0100	Newmark project	2.50	382.87				382.87
3	0021	Omega Mailing Management	1.00	135.10				135.10
4	0022	Omega Mailing List	2.00	241.90				241.90
5	0031	Navajo Scoping & WVN	2.00	310.90				310.90
6	0032	Navajo AUM Printing						
7	CR							
8	CR							
9	CR							
10	CR							
11	CR							
12	CR							
13	CR							
14	CR							
15	CR							

Task Order Subtotal								
Team Subs Fees								
G&A @ 7.78%								
Fee on SubPool								
Fixed Fee*								
Performance Fee*								
Total			7.50	1,070.77				1,070.77

*Use applicable Indirect Costs and Fee Structure In accordance with contract

REPORT 2T:

Current Month Cumulative Status Report--- Task Level Totals with FR Task Order

Task Order Number: 0011
Task Order Title: Community Relations
Contractor Name: Innovative Technical Solutions, Inc.
Contract Number: EP-S9-08-03
SSID: 09WQ
State: CA
Region: 09

Work Area Code: CR
Action Code: CR
Operable Unit: 01
TO Type: Fixed Rate
Type Site: Community Relations
Task Order Status: On-Going
Performance Based N

Contract Period: Base
TO Period of Performance Start: 9/22/2008
TO Period of Performance End: 6/3/2011
Reporting Period From: 4/25/2009
Reporting Period To: 5/22/2009
Invoice Date: 6/12/2009
Invoice Number: 04
Invoice Purpose: Monthly Progress

Cumulative To-Date

TASK			Prime/Team Hours	Prime/Team Labor \$	ODCs	Subpool	Fees	Total \$
NO	CAT. CODE							
001	001	Translation 4 Newmark Project	3.75	464.40		295.40		759.80
2	CR0100	Newmark project	9.00	1,245.96				1,245.96
3	0021	Omega Mailing Management	9.50	1,190.61				1,190.61
4	0022	Omega Mailing List	3.00	362.85				362.85
5	0031	Navajo Scoping & WVN	2.00	310.90				310.90
6	0032	Navajo AUM Printing						
7	CR							
8	CR							
9	CR							
10	CR							
11	CR							
12	CR							
13	CR							
14	CR							
15	CR							
Task Order Subtotal								
Other Sub Fees							12.74	
G&A @ 7.78%							22.98	
Base Fee-Prime*								
Incentive/Discentive Fee								
Fixed Fee*								
Performance Fee*								
Total			27.25	3,574.71		295.40	35.72	3,905.83

Total Expenditure Limit Dollars 60,012.00

REPORT 2T:

Current Month Cumulative Status Report--- Task Level Totals with FR Task Order

Task Order Number: 0011
Task Order Title: Community Relations
Contractor Name: Innovative Technical Solutions, Inc.
Contract Number: EP-S9-08-03
SSID: 09WQ
State: CA
Region: 09

Work Area Code: CR
Action Code: CR
Operable Unit: 01
TO Type: Fixed Rate
Type Site: Community Relations
Task Order Status: On-Going
Performance Based N

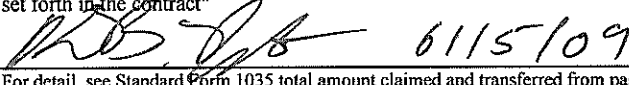
Contract Period: Base
TO Period of Performance Start: 9/22/2008
TO Period of Performance End: 6/3/2011
Reporting Period From: 4/25/2009
Reporting Period To: 5/22/2009
Invoice Date: 6/12/2009
Invoice Number: 04
Invoice Purpose: Monthly Progress

Adjustments/Disallowed Costs

TASK Number		Category Code	Invoice Number	Suspended		Re-Billed		Disallowed	
				Date	Amount	Date	Amount	Date	Amount
01		001							
02		CR0100							
03		0021							
04		0022							
05		0031							
06		0032							
07		CR							
08		CR							
09		CR							
10		CR							
11		CR							
12		CR							
13		CR							
14		CR							
15		CR							

Total

III. INVOICE

Standard Form 1034 Revised October 1987 Department of the Treasury TFM 4-2000 1034-122		PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL				Voucher No.: 04 Task Order: 0011	
U.S. Department, Bureau, or Establishment U.S. ENVIRONMENTAL PROTECTION AGENCY RTP FINANCE CENTER MAIL CODE - D143-02 109 T.W. ALEXANDER DRIVE DURHAM, NORTH CAROLINA 27711				Date Voucher Prepared 12-Jun-2009		Schedule No. Paid By:	
				Contract Number and Date EP-S9-08-03 09/22/08			
				Requisition Number & Date			
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> Payee's Name & Address </div> <div style="width: 45%;"> Innovative Technical Solutions, Inc. 2730 Shadelands Drive, Suite 100 Walnut Creek California, 94598 </div> </div>				Date Invoice Received			
				Discount Terms			
				Payee's Account Number			
				Government B/L Number			
Shipped From _____ to _____ Weight _____							
Number and Date of Order	DATE OF DELIVERY OR SERVICE	ARTICLES OR SERVICES (Enter description, item number of contract of Federal supply schedule, and other information deemed necessary)	QUAN- TITY	UNIT PRICE		Amount (1)	
				COST	PER		
Task Order 0011	Period: 4/25/09 to 5/22/09	Architect - Engineering, technical, and management services for Response Action Contract Region IX Task Order: 0011 Date of order: 09/22/08 Base Period of Invoice				\$1,070.77	
09/22/08		"I certify: that all payments requested are appropriate and in accordance with the agreement set forth in the contract"					
07163.0012		 For detail, see Standard Form 1035 total amount claimed and transferred from page 1 of Standard Form 1035.					
INDEFINITE QUANTITY / INDEFINITE DELIVERY - PROVISIONAL PAYMENT							
(Use continuation sheet(s) if necessary)		(Payee must NOT use the space below)		TOTAL		\$1,070.77	
Payment: <input checked="" type="checkbox"/> Provisional <input type="checkbox"/> Complete <input type="checkbox"/> Partial <input type="checkbox"/> Final <input type="checkbox"/> Progress <input type="checkbox"/> Advance		Approved For Provisional Payment Subject to Later Audit By: _____ Title _____	Exchange Rate = \$1.00	Differences _____ Amount Verified: correct for (Signature or Initials)			
Pursuant to the authority vested in me, I certify that this voucher is correct and proper for payment.							
(Date)		(Authorized Certifying Officer) ²			(Title)		
Accounting Classification							
Check Number		On Account of U.S. Treasury		Check Number		On (Name of Bank)	
Cash		Date		Payee ³			
1. When stated in foreign currency, insert name of currency. 2. If the ability to certify and authority to approve are combined in one person one signature only is necessary; otherwise the approving officer will sign in the space provided over his official title. 3. When a voucher is receipted in the name of a company or corporation, the name of the person writing the company or corporate name, as well as the capacity in which he signs, must appear. For example, "John Doe Company, per John Smith, Secretary", or Treasurer as the case may be.				Per _____ Title _____			

Substitute for
SF 1035

**PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER
THAN PERSONAL**

04

U.S. Environmental Protection Agency
Financial Management Center
MAIL CODE: D-143-02
Research Triangle Park, NC 27711

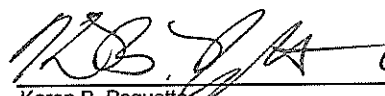
Contract No.: EP-S9-08-03
Innovative Technical Solutions, Inc.
2730 Shadelands Drive, Suite 100
Walnut Creek, CA 94598

Invoice Period of Performance: 4/25/09 - 5/22/09

Task Order: 0011

Task Title: Community Relations, Walnut Creek, Ca

MAJOR COST ELEMENTS:				
Direct Labor	Current		Cumulative	
Labor Category	Hours	Costs	Hours	Costs
Technician OT	0	\$ -	0	\$ -
Technician	0	\$ -	0	\$ -
Sr. Technician	0	\$ -	2	\$ 182.64
Sr. Tech Consultant	0	\$ -	0	\$ -
Sr. Scientist	3	\$ 527.40	7.5	\$ 1,318.50
Sr. Engineer	0	\$ -	0	\$ -
Sr. Discipline Specialist	0	\$ -	0	\$ -
Scientist	2	\$ 270.20	4	\$ 540.40
Jr. Scientist	2	\$ 241.90	11	\$ 1,330.46
Jr. Engineer	0	\$ -	0	\$ -
Jr. Discipline Spec.	0	\$ -	0	\$ -
Engineer	0	\$ -	0	\$ -
Discipline Spec.	0	\$ -	0.5	\$ 62.01
Clerical OT	0	\$ -	0	\$ -
Clerical	0.5	\$ 31.27	2.25	\$ 140.71
Total Labor:	7.5	\$ 1,070.77	27.25	\$ 3,574.71
Non-Labor				
Subcontractors		\$ -		\$ 295.40
Travel		\$ -		\$ -
ODCs		\$ -		\$ -
Total Non-Labor:		\$ -		\$ 295.40
G&A 7.78%		\$ -		\$ 22.98
Profit on Subcontractor 4%:		\$ -		\$ 12.74
Total Amount Claimed:	7.5	\$ 1,070.77	27.25	\$ 3,905.83

 6115109
Karen B. Poquette
(925) 946-3116
kpoquette@itsi.com

SITE SPECIFIC DETAIL ATTACHMENT - EXHIBIT 1

Contract # EP-S9-08-03

Contractor Name:
Invoice Period of Performance:

Innovative Technical Solutions, Inc.
4/25/09 - 5/22/09

Sort by Appropriation, Region and by Site

	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10
Cost Categories	TO#	Regional SSID	Action Code	Operable Unit	Site Name Non-Site Description	Action Seq. #	IFMS Line Reference	Invoice # Legend	Current / Adjustment Amount	Cumulative Charge
1. SITES WITH SSID										
Superfund										
	9002	09B8	OM	01	OMOM-09B8-Hassayampa Landfill, Maricopa County, AZ	C001	AAC		-	40,000.00
	9002	09B8	OM	01	OMOM-09B8-Hassayampa Landfill, Maricopa County, AZ	C001	AA2	09	1,895.89	2,768.64
	9003	0926	RV	04	STPD-0926-Montrose OU4 Chemical Corp., Los Angeles	C003	AAE		-	30,000.00
	9003	0926	RV	04	STPD-0926-Montrose OU4 Chemical Corp., Los Angeles	C003	AAW	09	2,227.25	13,273.31
	9004	09R8	BD	03	RSBD-09R8-Phoenix Goodyear North (RS)	C003	AA8	09	18,619.91	98,053.15
	9005	09CA	RV	00	NSEE-09CA-PV Shelf (NCR)	C002	AAF	09	21,436.54	123,423.42
	9006	0919	BF	06	TATA-0919-Phoenix Goodyear South (TA)	C009	AAG			11,000.00
	9006	0919	BF	06	TATA-0919-Phoenix Goodyear South (TA)	C009	AAP	09	10,449.26	89,184.14
	9007	0920	ME	08	MEME-0920-North Indian Bend Wash (LTRA-OS)	C001	AAH	09	5,816.63	109,777.26
	9008	09G6	LR	03	LRLR-09G6-South Indian Bend Wash	C001	AAI	07	12,058.88	110,325.66
	9009	09CA	CO	05	RICO-09CA-Palos Verdes Shelf OU05	C003	AAJ	08	22,467.59	150,000.00
	9009	09CA	CO	05	RICO-09CA-Palos Verdes Shelf OU06	C003	ABK	08	55.07	55.07
	9010	0934	OM	01	OMOM-0934-Atlas Asbestos Mine	C001	AAK		-	34,017.68
	9011	09J5	CR	00	Newmark -Community Involvement Activities	C002	ABI	04	382.87	2,041.48
	9011	09BC	CR	00	Omega - Community Involvement Activities	C001		04	377.00	1,553.46
	9011	0000	CR	00	Navajo - Community Involvement Activities	0000	ABJ	04	310.90	310.90
	9012	091N	RD	01	RDRD-091N-Cooper Drum	C001	AAN			76,024.28
	9012	091N	RD	01	RDRD-091N-Cooper Drum	C001	AAO	08	14,753.22	59,322.29
	9013	093Y	RD	02	RDRD-093Y-Lava Cap Mine	C002	AAQ	08	5,719.39	32,982.67
	9013	093Y	RD	02	RDRD-093Y-Lava Cap Mine	C002	ABO			
	9014	09C6	OM	00	OMOM-09C6-Apache Powder	C001	AAR	07	7,803.40	24,185.90

SITE SPECIFIC DETAIL ATTACHMENT - EXHIBIT 1

Contract # EP-S9-08-03

Contractor Name:
Invoice Period of Performance:

Innovative Technical Solutions, Inc.
4/25/09 - 5/22/09

Sort by Appropriation, Region and by Site

	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10
Cost Categories	TO#	Regional SSID	Action Code	Operable Unit	Site Name Non-Site Description	Action Seq. #	IFMS Line Reference	Invoice # Legend	Current / Adjustment Amount	Cumulative Charge
	9015	09MY	LA	00	ANLA-09MY-Highway 101 & Moffett Blvd.	C001	AAS		-	-
	9016	09G9	CO	01	ANLA-09G9-Industrial Waste Processing	C001	AAT	05	4,658.65	15,276.59
	9017	09G6	RA	07	RARA-09Y1-IBW DCE Circuits	C001	AAU	06	12,862.35	45,727.25
	9018	09DJ	CO	01	RIFS-09DJ-AMCO	C001	AAY	06	38,523.47	166,236.45
	9019	09JS	BD	01	RSBD-09JS Asarco	C001	AAX	05	7,486.62	36,808.78
	9019	09JS	BD	01	RSBD-09JS Asarco	C001	ABM			
	9020	09J5	OM	01	OMOM-09J5 Newmark O&M	C001	AAZ	04	6,792.76	18,872.18
	9020	09J5	OM	02	OMOM-09J5 Newmark O&M	C002	AA0	04	6,792.75	18,872.17
	21	09BC	BB	01	VOBB-09BC-Omega Removal OS	C002	AA1	03	2,242.06	17,512.38
	22	09MI	TA	05	RICO-09MI-Tarp 1,4 Dioxane	C003	AA3	03	317.09	639.79
	23	09FM	CO	02	RIRI-09FM-Las Tables Cr. Watershed OU02, KBVM	C002	AA9	03	13,095.02	42,767.39
	9024	09R6	CO	02	RICO-09R6 Carson River RI/FS	C002	ABA	02	13,628.41	16,736.78
	25	0997	BF	01	RXBF-0997 Westinghouse RA	C003	ABH	02	12,232.34	22,215.57
	25	0997	BF	01	RXBF-0997 Westinghouse RA	C003	ABL			
	26	0926	ED	01	RKED-0926 Montrose OU6	C001	ABN			
Superfund SUBTOTAL							SUBTOTAL		243,005.32	1,409,964.64

2. S/F SITES WITHOUT SSID										
SUBTOTAL							SUBTOTAL		-	-

3. NON-SITE										
	9001	0900	TH	00	EPA Specific Training	C007	AAB	02	-	4,625.01
SUBTOTAL							SUBTOTAL		-	4,625.01

SITE SPECIFIC DETAIL ATTACHMENT - EXHIBIT 1

Contract # EP-S9-08-03

Contractor Name:
Invoice Period of Performance:

Innovative Technical Solutions, Inc.
4/25/09 - 5/22/09

Sort by Appropriation, Region and by Site

	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10
Cost Categories	TO#	Regional SSID	Action Code	Operable Unit	Site Name Non-Site Description	Action Seq. #	IFMS Line Reference	Invoice # Legend	Current / Adjustment Amount	Cumulative Charge
SUBTOTAL									243,005.32	1,414,589.65
4. OTHER CHANGES									-	-
5. TOTAL INVOICE AMOUNT							TOTAL		243,005.32	1,414,589.65